

14 August 1978

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training

FROM:

[REDACTED]

DDA Representative to E.O. 12065 Markings Task Force

SUBJECT: Markings Task Force

1. The new Executive Order for National Security Information, E.O. 12065, will go into effect 1 December 1978. This Executive Order replaces E.O. 11652. Several Agency-wide task forces have been organized in accordance with the "Action Plan for DDA Assigned Tasks Associated with the Implementation of Executive Order 12065" (attached). Your office has already been asked to identify a point of contact for the DDA Representative to the Classification/Declassification/Mandatory Review Task Force. The task force which will address Markings also requires support from your office in the form of someone to speak for your office's requirements regarding control markings, design and placement of markings, and waivers from the portional marking requirement. This person will also serve as a point of contact for coordinating the necessary revisions to forms for which your office is responsible.

2. Please give the name of your representative to [REDACTED] by COB 16 August. [REDACTED] DDA Records Management Officer, and I will provide your representative with the information regarding the markings requirements of E.O. 12065 and will work with him or her to determine the impact of it on your office.

Attachment: a/s

[REDACTED]

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